

**VOLUNTEER KĀPITI
ANNUAL REPORT**

2024

**A YEAR OF
CONNECTION & COLLABORATION**

2025





Vision

A thriving, resilient and connected Kāpiti Coast and Ōtaki, supported by the mahi aroha of our volunteer community.

Mission

Building capability of the Kāpiti Coast and Ōtaki social and community sector through connection, collaboration and volunteering expertise.

We do this by:

- Helping organisations to find volunteers
- Helping volunteers to find meaningful roles
- Stimulating interest in volunteering
- Enabling opportunities for training, networking and collaboration for the Kāpiti Coast and Ōtaki social and community/volunteer sector
- Being a recognised leader and an exemplar of best practice in supporting volunteering

Table of Contents

Section	Page
Co-Chair's Report	1
Manager's Report	2
Entity Information	3
Our Team	4
Member Organisations	5
Statement of Performance	8
Impact and Insight	9
Impact Report	14
Thank You	17
Treasurer's Report	18
Financial Statements	19
Statement of Accounting Policies	25

Co-Chair's Report



As Co-chairs, we report that this past year has been challenging for Volunteer Kāpiti. Marked by the effect of the tightening New Zealand economy. Volunteering is changing, with shorter commitments, flexible roles, and an increasing demand.

So, with that in mind, we recast our strategy focussing on our core services of stimulating interest in volunteering, through helping organisations to find volunteers and helping volunteers to find meaningful roles.

We are incredibly proud of the impact we have made together. Our volunteers, supporters, and funders have played a crucial role in strengthening our community. Our work, grounded in advocacy and collaboration, has been amplified through partnerships with the Volunteer Centre Network Aotearoa, Volunteering New Zealand, Mentoring Foundation of New Zealand, Kāpiti Impact Trust, and Kāpiti Coast District Council. We are deeply grateful to our dedicated Volunteer Kāpiti team, staff, volunteers, and trustees, whose hard work drives our success.

We are collaborating with our communities to ensure they continue to thrive. This brings to mind the following whakatauki, or Māori proverb:

“Hutia te rito o te harakeke, kei hea te kōmako e kō?” -

“If you pluck out the centre shoot of the flax, where will the bellbird sing?”

This emphasises nurturing and protecting the young/new generations to ensure continuity and community wellbeing.

We have renewed our board of trustees and leadership, and we farewelled and recognise the contributions of Susan Ansell, Amy Helm and Jill Griggs. As our new Manager, Chris Joseph has demonstrated strong leadership in implementing our new strategies.

We have welcomed three new Trustees Marece Wenhold, Junior Sasagi and Aimee Keokotavong. Our Board of Trustees has strong and diverse skills which strengthen our ability to support the long-term sustainability of Volunteer Kāpiti.

As Chairs it fills us with pride knowing that, together we are committed to the delivery of our new direction.

Mandy Preston & David Wright

Co-Chairs

Manager's Report



“Waiho i te toipoto, kaua i te toiroa.”

“Let us keep close together, not wide apart.”

This whakataukī reminds us that strength comes from unity. That spirit has guided our mahi this year.

At Volunteer Kāpiti, we've seen more people stepping forward, more organisations seeking support, and more stories of resilience: the first-time trustee learning governance, the rangatahi finding purpose, the retiree sharing decades of wisdom. These moments show how connection and collaboration build capability across our community.

This unity translated into real impact: more referrals and interviews, stronger uptake of volunteer roles, and record participation across 167 local communities. Through connection points, newsletters, and member roles, we deepened relationships kanohi-ki-te-kanohi and strengthened the reach of volunteering across Kāpiti.

Every action we took was grounded in our mission: **To build the capability of the Kāpiti community and social sector through connection, collaboration, and volunteering expertise.**

Our mahi has also deepened its cultural grounding. Through Te Tiriti workshops and youth leadership pathways, we are weaving values of manaakitanga and kotahitanga into governance and practice. Emerging leaders are finding their voice, with mentoring and governance peer learning enabling people to step into new spaces of confidence and contribution.

Looking ahead, we're focused on growing what works, and seeking the support needed to expand:

- Building our Skills Bank for skilled volunteering
- Strengthening our mentoring programme for sector leaders
- Expanding intergenerational and youth volunteering pathways
- Supporting sector confidence through best practice volunteering tools
- Growing partnerships with iwi, local and central government, and funders

These aren't just programmes, they're pathways to dignity, leadership, and belonging.

Nei rā te mihi ki a koutou. Your support enables everything we do. When we invest in people, we strengthen the whole community. And when we do it together, *He waka eke noa*, there is no limit to what we can achieve.

A stylized black ink signature.

Chris Joseph

Manager

Entity Information

Entity Information

Legal Name: Volunteer Kāpiti 2020

Other Name: Volunteer Kāpiti

Type of Entity and Legal Basis: Registered Charitable Trust

Charities Registration Number: CC42805

NZBN Number: 9429048133579

Trust Registration Number: 50033620

Contact Information:

Location: Kāpiti Impact Hub, 6 Tongariro Street, Paraparaumu

Phone: 04 905 8884 / 06 364 6887

Email: info@volunteerkāpiti.org.nz

Website: volunteerkāpiti.org.nz

Facebook: www.facebook.com/Volunteer-Kāpiti-710795435652498

Instagram: www.instagram.com/volunteerkāpiti

Hours: 9:30am–2:00pm Monday to Thursday

Structure

Volunteer Kāpiti operates as a single independent unit with an operational and governance team, providing services across the Kāpiti Coast District territorial authority, which spans from Paekākāriki to Ōtaki. We are members of the Volunteer Centre Network Aotearoa and Volunteering New Zealand.

Volunteer Kāpiti has eight on the Trustee Board, including Chair, Treasurer and Secretary. Paid operational staff make up 1.6 full time equivalent and include the Manager, Service Coordinator and Administrator /Outreach.

Volunteers are the backbone of our services and governance. We're supported by eight volunteer trustees, four volunteer advisors, one outreach volunteer and three volunteer workshop facilitators, contributing an estimated 54 hours each week.

Eleven more volunteers (ten mentors and one coordinator) deliver our Mentoring for Community Leaders programme. Together they bring expertise, networks and experience we could not fund alone. We conservatively value this mahi at least \$178,000, around 20% more than our paid staff costs this year, and higher than last year.

Our Team

Board Members

*Meet our committed Board Members —
bringing their expertise, passion,
and teamwork to guide our
organisation's success.*



David Wright
Co-Chair



Mandy Preston
Co-Chair



Janet Chambers
Secretary



Cheryll Read
Trustee



Marece Wenhold
Trustee



Junior Sasagi
Trustee



Aimee Keokotavong
Trustee



Mike Williams
Treasurer
(Outgoing)



Amy Helm
Trustee
(Outgoing)



Jill Griggs
Trustee
(Outgoing)

Staff and Volunteer Team

*Meet our dedicated staff and volunteers —
whose energy, passion, and commitment
support our mission and community.*



Chris Joseph
Manager



Cathy Canavan
Services
Coordinator



Helen Casey
Outreach Officer
/Accounts/Admin



Malcolm Macaskill
Volunteer Advisor



Barbara Kay
Volunteer Advisor



Beatrice Fisher
Volunteer Advisor



Angela Torr Oza
Volunteer Advisor



Bron Thomas
Outreach
Volunteer



Susan Ansell
Manager
(Outgoing)



Anne Southern
Volunteer Advisor
(Outgoing)

Member Organisations

Membership is more than a service; it is a partnership grounded in Te Tiriti o Waitangi and the shared commitment to strengthen our communities. This year, we supported **70 member organisations** and connected with **167 local community groups** (up 14%). We made **656 referrals** (up 40%) and completed **461 interviews** (up 26%) to match people with meaningful roles.

We also reached people through **12 newsletters** (740 reach, up 17%) and held **30 connection points** (up 30%), ensuring our mahi remained kanohi-ki-te-kanohi. Member organisations developed and listed **168 volunteer roles** (up 4%), which led to **324 referrals taken** (up 26%) by people ready to contribute.



Our onsite visits strengthened whanaungatanga, allowing us to celebrate mahi aroha firsthand. This kanohi-ki-te-kanohi approach aligns with manaakitanga and kotahitanga, ensuring our support honours the unique contributions of each organisation.

In welcoming new members such as Te Ātiawa ki Whakarongotai Charitable Trust, Work Ready Kāpiti and Otaihanga Zero Waste, we are weaving stronger connections across iwi, hapori, and agencies.

He waka eke noa – when member organisations thrive, the wellbeing of our rohe grows stronger.

Member Organisations

Thank you to all the community organisations who connected with our volunteer recruitment and support services in 2024/2025. Your dedication helps keep the Kāpiti Coast and Ōtaki thriving, and we're proud to support and celebrate the incredible mahi aroha you bring to our community.

Age Concern Kāpiti ▪ Atareira ▪ Birthright Kāpiti ▪ Big Brother Big Sister Wellington
Cancer Society Wellington ▪ Citizens Advice Bureau Kāpiti ▪ Coast Access Radio
Coasters Musical Theatre ▪ Dementia Wellington ▪ Digital Seniors Kāpiti ▪ El Rancho
Energise Ōtaki ▪ English Language Partners ▪ Friends of Animals Charities ▪ GirlGuiding NZ
Greater Wellington Neighbourhood Support ▪ Hate Hone St. John ▪ Heart KidsNZ
Hōhepa Wellington ▪ Home4All ▪ Hope Housing Trust ▪ House Of Science NZ
HUHA ▪ Insight Endometriosis ▪ Kaibosh Kāpiti - Horowhenua ▪ Kāpiti Art Studio
Kāpiti Coast District Council ▪ Kāpiti Coast Museum Inc ▪ Kāpiti Coast United Sports Club
Kāpiti Community Foodbank ▪ Kāpiti Community Patrol ▪ Kapiti Economic Development
Association ▪ Kāpiti Impact Trust ▪ Kāpiti Kindness Trust ▪ Kāpiti Living Without Violence
Kāpiti Uniting Parish ▪ Kāpiti US Marines Trust ▪ Kāpiti Vaulting Club ▪ Kāpiti Women's Centre
Kāpiti Youth Support ▪ Kenakena School ▪ Manaaki Kāpiti (Tourism) ▪ Mary Potter Hospice
MenzShed Kāpiti ▪ Ngā Manu Nature Reserve ▪ NZ Breast Cancer Foundation
NZ Red Cross Central Region ▪ Otaihangā Zero Waste ▪ Ōtaki Community Patrol
Ōtaki Heritage Bank Preservation Trust (Ōtaki Museum) ▪ Paekākāriki Community Trust
Paekakariki School ▪ Paraparaumu Track and Field Club ▪ Predator Free Kāpiti Coast
Presbyterian Support Central ▪ Raumati South Residents Assoc ▪ SeniorNet Kāpiti
Special Olympics Kāpiti ▪ StarJam ▪ Te Ara Korowai Wellbeing Centre
Te Ātiawa ki Whakarongotai Charitable Trust ▪ Te Kotahitanga Football Club
Te Raukura ki Kāpiti ▪ The Mirek Smisek Arts Trust ▪ The Salvation Army Kāpiti
The Shed Project ▪ Trade Aid Kāpiti ▪ Volunteer Kāpiti ▪ Waikanae Estuary Care Group ▪
Waitohu Stream and Dune Care Group Inc ▪ Well-Able ▪ Wellington Region Emergency
Management Office (WREMO) ▪ Wellington Tramway Museum ▪ Wesley Community Action ▪
Whānau Āwhina Plunket ▪ Whanau Wellbeing Hub ▪ WIDance ▪ Work Ready Kāpiti



Statement of Performance

Over the medium to long term, Volunteer Kāpiti will:

- Meet community demand for volunteers across the Kāpiti Coast and Ōtaki by growing and diversifying applications and placements.
- We will secure stable, multi-year funding and broaden our income sources to sustain this mahi.
- We will recognise and promote the impact of volunteering to lift participation.
- We will also strengthen sector capability and connection from Paekākāriki to Ōtaki through targeted training, networking, and best-practice leadership.

Description of key activities	Current Year	Last Year
Interviews conducted with potential volunteers	461	332
Volunteer Referrals	656	470
Workshops and Formal Network Forums	30	23
Number of Volunteer roles	168	162
Number of organisations supported	167	146

Impact and Insights

We saw strong sector engagement across all core initiatives. Volunteer referrals rose by 40%, younger volunteers (29 years and under) now represent 34% of our applicants, and our monthly Kāpiti Community Network (KCN) achieved record participation and retention. Through our matching service, volunteers placed with partner organisations contributed 75,816 hours, around \$2.11m in community value at the Living Wage, typically giving about 4.5 hours each week. This time supported essential services, boosted programme delivery, and helped smaller groups do more with limited resources.

Separately, Volunteer Kāpiti's own governance and specialist volunteers, our board, advisors, facilitators, outreach and project support, including award winning mentoring programme, contributed 3,260 skilled hours. Their contribution enabled us to deliver services, strengthen systems, and support better decision-making across the district. The overall volunteer intake also became more representative, with growing participation from rangatahi and Māori and Asian communities, while increased interest from jobseekers and students signalled volunteering's role as a pathway to work and learning. Demand grew district-wide, Paraparaumu, Waikanae, and Ōtaki, with spill-in from Greater Wellington, and more organisations engaged with us (both roles listed, and groups supported rose).

What unites all of this is a shared commitment to kaupapa-aligned, value-led practice that upholds manaakitanga, connection, and community-led change. The voices shared throughout this report remind us that behind every number is a story: people feeling seen, skills being grown, and quiet leadership emerging across the Kāpiti Coast and Ōtaki, woven into stronger organisations, greater inclusion, and a more resilient community.



Impact & Insights

Te Tiriti o Waitangi Workshop Series

Over the past year, we delivered three workshops engaging 66 participants from the Kāpiti Coast and Ōtaki social and community sector. Each session offered a culturally grounded space to reflect, share, and explore practical ways to apply Te Tiriti in everyday operations and governance. Participants said the workshops built their confidence, deepened cultural understanding, and encouraged values-led action beyond just learning history.

- 93% of participants rated the value of workshop as “Excellent” or “Very Good”, with 80% confirming the sessions met their expectations.
- A strong evaluation response (62%) revealed gains in confidence, cultural insight, and commitment to values-based practice.



“This workshop helped me reflect on my role as tangata Tiriti in a way I’ve never done before – I feel more confident to have conversations at work and bring this into our decision-making.”

- Community Organisation Workshop Participant

Volunteer Best Practice Guidelines Workshop

The Best Practice Guidelines for Volunteer Involving Organisations, developed by Volunteering New Zealand, are a practical tool to help volunteer managers strengthen engagement across the volunteer journey.

In August 2024, we hosted a workshop with local organisations to explore how the guidelines can be applied in practice, focusing on onboarding, screening, expectation-setting, and volunteer cycle management. Participants left with practical ideas to improve their systems and renewed confidence in supporting meaningful volunteer experiences.

- 100% would recommend to others
- 85% rated the session 5/5.

“To be able to show volunteers we are serious about all stages of the volunteer cycle from a NZ perspective – that’s huge.”

- Workshop Participant



Youth and Community Outreach

By showing up where young people are, in schools, expos, and community spaces, we created new pathways for youth to connect, contribute, and lead. Our tailored approach helped build confidence, purpose, and a stronger sense of belonging for the next generation of volunteers.

- 61% increase in school youth referrals (19 years old and under) through tailored school and expo outreach.
- 42 Paraparaumu College students supported in NZQA 30906 Community Project connections.
- 34% of volunteers are under 29 years old



“Being on the board has been incredibly rewarding. I’ve deepened my understanding of Te Tiriti and how it shapes our organisation. I feel valued, heard, and proud to be part of a team that’s making a real difference.”

- Aimee, Youth Board Member



Organisational Growth and Volunteering

Our commitment to strengthening volunteer pathways and supporting the sector saw meaningful growth this year. Deeper connections from Pāekākāriki to Ōtaki, paired with consistent, values-led communication, helped nurture a more trusted, vibrant, and connected volunteer community.

- Volunteer referrals up 40%, Volunteer interviews up 26%, member organisations up 15%.
- Consistent 12 newsletters; 17% growth in subscriber base.
- 4% more volunteer roles offered.
- 131 additional volunteer referrals between Pāekākāriki and Ōtaki.

Kāpiti Community Network (KCN) Insights

KCN continues to be a vital space where organisations across the district connect, share, and strengthen their collective response to community needs. Created to foster collaboration and shared learning across the social and community sector, the network helps to enable more coordinated, kaupapa-aligned responses to local challenges. With growing participation and strong feedback, it's clear the sector values this space not just for connection, but as a foundation for shared action.

- 315 attendees & contributors across KCN (+4%)
- 63 organisations engaged across FY24/25, up 9%.
- 57% increase in orgs attending >70% of sessions.
- Survey of 23 orgs shows
 - 100% value collaboration,
 - 57% seek leadership training,
 - 39% seek Te Tiriti capability.



“Coming to the meetings has been beneficial firstly for myself - as a newby to Kāpiti. I've got to know our community services and the great people behind these. I'm able to pass on information to our group, who are able to connect with the appropriate community services. This ensures the people with whom we meet, are then able to access the best service to meet their needs. We are not working in isolation and are able to tap into the expertise of the other local community groups.” -

Francenne, St Vincent de Paul, Kāpiti

Mentoring Programme Impact

This 6-month programme supported emerging and developing leaders from for-purpose groups across Kāpiti Coast and Ōtaki. Whether new to leadership or seeking guidance to strengthen their impact, mentees were matched with experienced community leaders to build confidence, connection, and clarity in their roles. The experience not only strengthened governance capability but also fostered deeper peer relationships across the sector.

- Reported outcomes included strengthened governance, increased confidence, and cross-sector solidarity
- 100% of mentees were 'Very satisfied' with their mentoring experience.
- 100% of mentors were either 'Very satisfied' (75%) or 'Satisfied' (25%).

“Having someone walk alongside me gave me the confidence to speak up at board meetings. That's new for me.”

— Mentee participant



Celebrating and Recognising Volunteers

We celebrated volunteers and Volunteer Managers through three key events in 2024: National Volunteer Week (June), International Volunteer Managers Day (November), and International Volunteers Day (December).

National Volunteer Week was our biggest celebration, where we invited community organisations from Paekākāriki and Ōtaki to share their stories of volunteer impact. We received 18 inspiring stories, each team honoured with a certificate of appreciation, chocolates, and recognition on our social media platforms and website. One standout team was gifted a special morning tea shout — the Kāpiti Community Foodbank volunteers were this year's recipients.

Their 35-strong team gathers food donations, thoughtfully assembles food parcels, and ensures nothing goes to waste, mahi that directly supports whānau and individuals facing food insecurity. Their dedication reflects the heart of volunteering on the Kāpiti Coast: quiet, generous, and deeply impactful.

“Our team of volunteers, are kind, friendly, non-judgmental and empathetic individuals who work together to ensure that every client feels respected and welcomed, in what can often be an uncertain and stressful time in their lives.”

— Kāpiti Community Foodbank



A special feature of this year's celebration was the introduction of our Community Punga Korewa — a mauri stone taonga, handcrafted by the artists of Kāpiti Art Studio. Born from the hands and hearts of our local creative community.

At its centre sits the punga korewa, the anchor that holds a waka steady through restless seas, a powerful symbol of how social and community sector organisations hold steady for so many in uncertain times. The flax, nurtured on Ōtaki soil, and the hand-woven rope created by the artists, embody connection, resilience, and care. Each fibre intertwines the stories of those who give, receive, and stand beside one another — the very fabric of a thriving hāpori.

As a mauri stone, this taonga gathers the energy and aroha of all who serve. With each passing year, as it journeys to future National Volunteer Week recipients, it will carry the collective spirit of service, binding us in kotahitanga and reminding us that in giving, we are all woven into something greater.

Impact Report

Kāpiti Community Network (KCN)

315



attendees & contributors across KCN (+4%)

100%



of organisation values KCN collaboration

63



organisations engaged (+9%)

57%



want leadership & team development

57%↑



number of organisations ≥70% attendance

39%



prioritise Te Tiriti & cultural competency

Community Hours

75,816



\$2.11m

Across Kāpiti Coast & Ōtaki

Sector Leadership Hours

500



\$24K

Mentoring Programme

Volunteer Kāpiti Hours

3260



\$178K

Volunteer Support



656

Referrals made
(+40%)



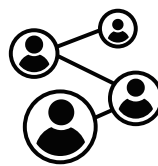
Conversion steady

1.42 referrals per interview



461

Interviews completed
(+39%)



Connection points

30 meetups/workshops/drop-ins



Newsletter reach

740



**Youth = 34%
of Volunteers**

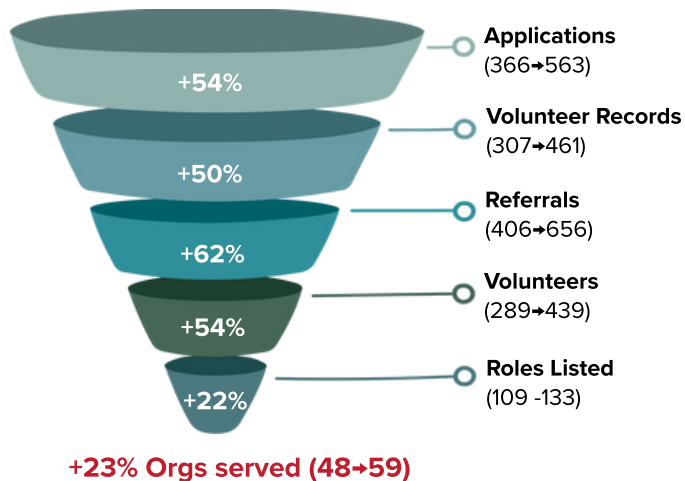
*Youth Volunteering is on the rise -
under-19 and 20–29 grew the fastest;
whilst 40–49 declined.*

167 Local communities/organisations
connected (+14%)

168 Volunteer roles developed
(+4%)

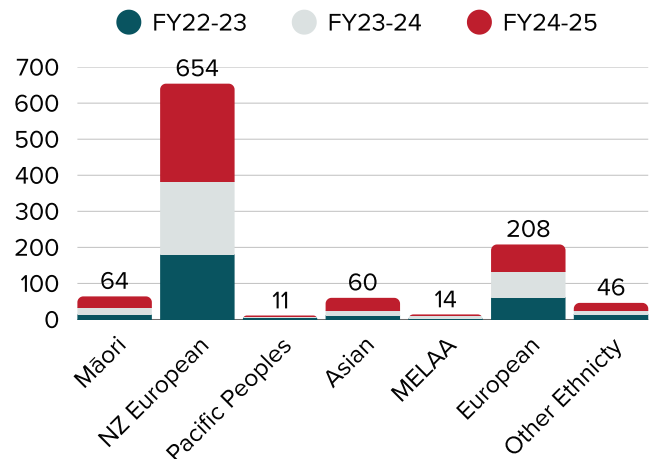
70 Confirmed member organisations
(+15%)

Applications → Referrals → Placements FY22 to FY25



Number of volunteers grew much faster than roles available across the sector

👥 Ethnic Diversity



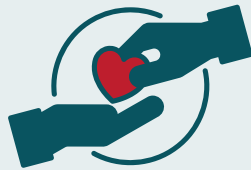
Diversity is increasing: NZ European share eased 40% → 37%, while Māori grew 8% → 12% and Asian 6% → 13%

Board Leadership



Stability & Risk Management

Mentoring Pipeline



Emerging Leaders Step Up

Best Practice Workshops



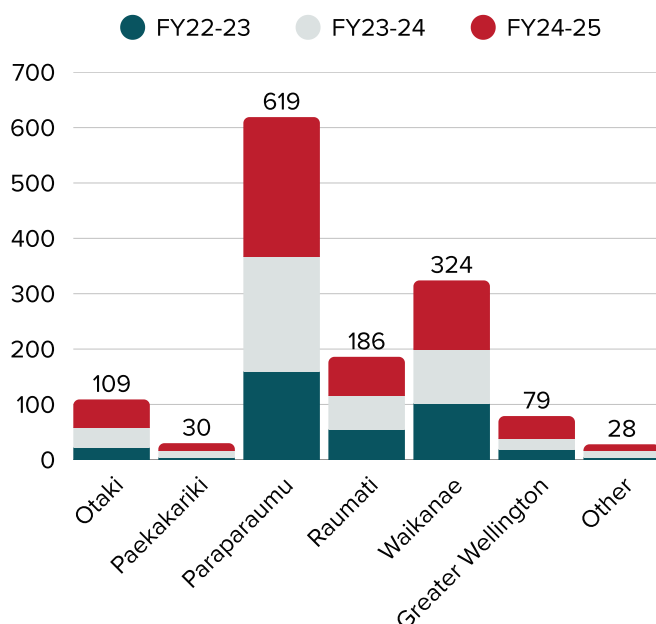
Onboarding, Screening, Volunteer Cycle

Outreach



District Wide Visibility & Access

📍 % of Volunteers by Location



Referrals are spreading more evenly across the district. Paraparaumu and Waikanae now make up a smaller share, while Ōtaki and Paekākāriki have grown.

Thank you.

Funders

Thank you to our funders for their support this year. The sources of income for Volunteer Kāpiti, come from grants, membership fees and donations. Our services would not be possible without the support of the following funders:



Chris Streatfield

Volunteer Kāpiti Team and Partners

Thank you to our Volunteer Kāpiti whānau - our staff, Volunteer Advisors and Trustees. Your time, energy, and unwavering commitment make all the difference. We are deeply grateful for everything you bring to Volunteer Kāpiti and for the passion you share in helping us achieve our vision.

Thank you to our programme partners Kāpiti Impact Trust, Mentoring Foundation New Zealand, and Volunteer Mentors helping us strengthening our work in the community.



Treasurer's Report



We are grateful to our funders for their support. Their contributions enabled us to grow volunteer engagement, support iwi and community organisations, and strengthen the impact of our services this year.

For the financial year 2024/2025:

- **Revenue** was **\$163,292**, an increase of **\$3,549** on last year.
- **Expenses** were **\$186,605**, an increase of **\$29,902** on last year.
- This resulted in a **deficit of \$22,176**.

The increase in expenses was mainly due to staff transitions, including overlapping salaries, recruitment, and one-off leave liability payments. These were exceptional costs, not ongoing.

Our financial position remains stable, with reserves in place to meet short-term obligations. However, we are mindful of the deficit and are reviewing both cost management and funding opportunities to support long-term sustainability.

Future outlook

As volunteerism continues to grow across the Kāpiti Coast and Ōtaki, and demand for our services increases, we are currently forecasting a further deficit in the next financial year unless additional funding is secured. We remain committed to working alongside our funders and community partners to advocate for the value of volunteering and seek sustainable resourcing to meet the increasing needs of our communities.

A handwritten signature in black ink, appearing to be 'Ai'.

Aimee Keokotavong

Treasurer

Financial Statements

Statement of Financial Performance

	Current year	Last year
Revenue	\$	\$
Donations, koha, bequests and other general fundraising activities	630	600
General grants	51,363	61,072
Capital grants and donations		
Government service delivery grants/contracts	101,481	84,078
Non-government service delivery grants/contracts	-	
Membership fees and subscriptions	3,823	3,557
Revenue from commercial activities	-	
Interest, dividends and other investment revenue	6,104	8,135
Other revenue	528	2,301
Total revenue	163,929	159,743
Expenses		
Expenses related to fundraising	-	-
Employee remuneration and other related expenses	144,344	110,844
Volunteer related expenses	3,962	2,649
Expenses related to commercial activities	-	-
Other expenses related to service delivery	26,276	28,692
Grants and donations made	-	-
Other expenses	11,523	14,517
Total expenses	186,105	156,702
Surplus/(Deficit) for the year	- 22,176	3,041

Statement of Financial Position

	Current year	Last year
Assets	\$	\$
Current assets		
Cash and short-term deposits	155,422	153,870
Debtors and prepayments	1,242	7,197
Inventory	-	-
Other current assets	-	-
Total current assets	156,664	161,067
Non-current assets		
Property, plant and equipment	1,484	2,068
Investments	-	-
Other non-current assets	-	-
Total non-current assets	1,484	2,068
Total assets	158,148	163,134
Liabilities		
Current Liabilities		
Bank overdraft	-	-
Creditors and accrued expenses	465	3,695
Employee costs payable	271	- 400
Deferred revenue	79,084	52,973
Other current liabilities	1,147	4,690
Total current liabilities	80,967	60,958

Statement of Financial Position

	Current year	Last year
Non-current liabilities		
Loans	-	-
Other non-current liabilities	3,573	6,392
Total non-current liabilities	3,573	6,392
Total Liabilities	84,539	67,350
Total assets less total liabilities (net assets)	73,609	95,785
Accumulated Funds		
Capital contributed by owners or members	-	-
Accumulated surpluses or (deficits)	28,609	50,785
Restricted reserves	-	-
Discretionary reserves	45,000	45,000
Revaluation reserves	-	-
Other reserves	-	-
Total Accumulated Funds	73,609	95,785

Statement of Cashflows

Cash flows from operating activities	Current year	Last year
Operating receipts (money deposited into the bank account)	\$	\$
Donations, koha, bequests and other general fundraising activities	630	600
General grants	51,363	61,072
Capital grants and donations	-	-
Government service delivery grants/contracts	101,480	84,236
Non-government service delivery grants/contracts	-	-
Membership fees and subscriptions	3,893	3,657
Gross sales from commercial activities	-	-
Interest, dividends and other investment receipts	6,104	8,135
Holiday Accural	- 2,819	3,068
GST collected	26,938	19,892
Other cash received	1,830	1,000
Total receipts	189,419	181,659
Less operating payments (money withdrawn from you bank account)		
Payments related to public fundraising	-	-
Employee remuneration and other related payments	144,344	110,844
Volunteer related payments	3,962	2,649
Payments related to commercial activities	-	-
Other payments related to service delivery	- 3,914	25,198
Grants and donations paid	-	-
GST paid	30,391	20,996
Other payments	13,328	14,903
Total payments	188,112	174,589
Net cash flows from operating activities	1,307	7,070

Statement of Cashflows

Cash flows from other activities	Current year	Last year
Cash was received from:	\$	\$
Sale of property, plant and equipment	-	-
Sale of investments	-	-
Cash received from loans borrowed from other parties	-	-
Cash received from owners (capital contributions)	-	-
Cash was applied to:		
Payments to acquire property, plant and equipment	-	-
Payments to purchase investments	-	-
Repayments of loans borrowed from other parties	-	-
Capital repaid to owners	-	-
Net cash flows from other activities	-	-
Net increase/(decrease) in cash	1,307	7,070
Opening cash	153,870	146,800
Closing cash	155,177	153,870

The Board considers it prudent for Volunteer Kāpiti to aim for, and work towards, holding reserves equal to three months of operating expenses. For this purpose, reserves are measured as current assets plus investments, less current liabilities. This reserve is too smooth cashflow and safeguard services against unforeseen events.

The summary financial statements of Volunteer Kāpiti are presented for the financial year. They are extracted from the Performance Report, which was approved by the Board and has been subject to an independent reviewer's report. The reviewer's report does not cover these summaries. These summaries do not include all the information contained in the full Performance Report.

Note: A copy of the Performance Report and the independent reviewer's report is available on request from the Treasurer of Volunteer Kāpiti.

Statement of Accounting Policies

Basis of Preparation

This performance report is prepared in accordance with the XRB's Tier 3 (NFP) Standard. The entity is eligible to apply these requirements as it does not have public accountability and has total annual expenses of less than \$5,000,000.

All transactions in the performance report are reported using the accrual basis of accounting. This performance report is prepared under the assumption that the entity will continue to operate for the foreseeable future.

The information is presented in New Zealand dollars. All values are rounded to the nearest dollar.

Treatment of GST

All amounts are recorded on a GST exclusive basis, except for Debtors and Creditors which are stated inclusive of GST

Income Tax

Volunteer Kāpiti is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Cash and short-term deposits in the Statement of Cash Flows comprise cash balances and bank balances (including short-term deposits) with original maturities of 90 days or less. Credit card purchases made in June 2025 were recognised as liabilities at year-end. The payment of \$245.95 was made in July 2025 and will be reflected in the Statement of Cash Flows for the year ending 30 June 2026.

Changes in Accounting Policies

There have been no changes in accounting policies during the financial year.

Financial Review

This Performance Report has been subject to an independent reviewer's report, following approval by the Board. The reviewer's report does not cover the summary financial statements. Please refer to the Independent Reviewer's Report in the full Performance Report.



Karakia

E ngā Atua o te ao tūroa,
Whakapaingia te haerenga, ngā mahi, ngā ngākau.
Kia rere te kotahitanga i waenga i a mātou,
Kia marino te wairua i roto i ngā mahi katoa.

Whakarongo ki te hau o te tika,
Ārahina mātou i te aroha me te whakaaro nui.
Kia tau te mauri, kia tupu te ora.

Tūturu whakamaua kia tīna! Tīna!
Haumi e! Hui e! Tāiki e!

Divine beings of the enduring world,
Bless our journey, our work, and our hearts.
Let unity flow among us,
Let the spirit be calm in all that we do.

Listen to the breath of what is right,
Guide us in love and thoughtful wisdom.
Let the life force settle, let wellbeing grow.

Be steadfast, fasten it firm! It is firm!
Join together! Gather as one! It is done, we are united!



 www.volunteerkapiti.org.nz

 04 905 8884 / 06 364 6887

 info@volunteerkapiti.org.nz

 @volunteerkapiti

 Kāpiti Impact Hub, 6 Tongariro Street, Paraparaumu